



CIRCULAR

STATE OF NEW JERSEY

DEPARTMENT OF THE TREASURY

| | | |
|---|---|-----------------------|
| NO.: 06-13-OMB | ORIGINATING AGENCY: OFFICE OF MANAGEMENT AND BUDGET CENTRALIZED PAYROLL | PAGE 1 OF 1 |
| EFFECTIVE DATE: JUNE 2006 | EXPIRATION DATE: JUNE 2007 | SUPERSEDES: 05-17-OMB |
| SUBJECT: CONTINUED COVERAGE FOR 10 MONTH EMPLOYEES HEALTH BENEFIT, PRESCRIPTION DRUG AND DENTAL EXPENSE PROGRAMS | | |
| ATTENTION: ALL DEPARTMENT PERSONNEL AND PAYROLL OFFICERS | | |
| FOR INFORMATION CONTACT: MARK CIPRIANO | | PHONE: (609) 777-1706 |

Ten-month employees enrolled in the Traditional Horizon Blue Cross/Blue Shield Plan, Health Maintenance Organization (HMO), and/or the State Dental Expense Insurance program will have three extra deductions taken on Pay Period "13" to cover the periods for which these employees will not be paid during July and August.

Per contractual agreement, coverage for newly hired ten-month employees whose contract extends from September 1, 2006 through June 30, 2007, must be in effect by September 1. Based on the current biweekly schedule, the effective date for this year will be August 19, 2006. When submitting health/dental applications for these employees, mark the application "10 MONTH-NEW HIRE" and forward it to the Division of Pensions and Benefits. Any additional co-payments due for the individual's selected health/dental plan will then be automatically withheld from the employee's wages.

Charlene M. Holzbaur
Director